



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON, DC 20310-0111

SAMR

26 AUG 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: New Beginnings: Continued Implementation of the Defense Performance Management and Appraisal Program

1. References:

a. Memorandum, Office of the Under Secretary of Defense, Personnel and Readiness, 11 July 2016, subject: New Beginnings: Continued Implementation of the Defense Performance Management and Appraisal Program.

b. Memorandum, Department of the Army, 3 May 2016, subject: New Beginnings Progress and Implementation.

2. The purpose of this memorandum is to share with you the Department of Defense (DoD) phased implementation schedule, advise you of requirements for determining readiness for transitioning your employees to the Defense Performance Management and Appraisal Program (DPMAP), and provide you expectations for implementation to DPMAP.

3. DoD transitioned over 13,000 employees to DPMAP in April 2016, and Army transitioned over 2,900 employees from the Civilian Human Resources Agency. The Department will continue to phase employees to DPMAP through 2018. DoD's implementation schedule, which includes Army's remaining transitional schedule, is provided in the attachment to Reference a.

4. DoD developed a Readiness Checklist which identifies actions that should be completed prior to transition to ensure successful program implementation. Some of the actions (e.g., updating the supervisory hierarchy) will be an on-going process while others may be a one-time event. Army Commands, Army Service Component Commands, Direct Reporting Units, and the Administrative Assistant to the Secretary of the Army shall complete the Readiness Checklist 90 days prior to implementation. Multiple readiness checklists may be required where organizations implement the program at different phases throughout the entire implementation period ending in 2018.

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5. The DoD Instruction 1400.25, Volume 43, DoD Civilian Personnel Management System: Performance Management and Appraisal Program, stipulates that "In order to develop common awareness of and reinforce a high-performance culture, DoD core values will be discussed with employees at the beginning of the appraisal cycle and will be annotated on all performance plans". In addition to the requirements established by the DoD to incorporate DoD core values into all plans, Army core values are also requirements on all performance plans. The Department of the Army values and ethics prescribed by Army's senior leadership will be displayed on DoD Form 2906, DoD Performance Plan, Progress Review, and Appraisal. Army's Core Values are Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage. These values and ethics form the core of Army's culture.

6. As employees are fully transitioned to DPMAP, employees will be on one performance cycle (April 1 – March 31) except for the Administratively Determined employees at the United States Military Academy and the United States Army War College. These employees shall remain on their current appraisal cycles based on their academic calendar.

7. My points of contact for New Beginnings-DPMAP are Ms. Constance B. Ray, 703-695-5149, DSN 225-5149, constance.b.ray2.civ@army.mil; and Ms. Bonnie W. Roberts, AG-1CP, 703-806-3885, DSN 656-3885, bonnie.w.roberts.civ@mail.mil.



Encl

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